

Regional Plan Implementation – Technical Assistance and Evaluation

Q&A

March 12, 2019

1. In the excel spreadsheet labeled “RPI_Application_Forms_Appendix-C,” we are unable to insert a signature to Forms 5 and 6. Can we provide a pdf of the worksheets (rather than in excel) so that we can insert signatures to the appropriate cells?

Yes, you can submit the completed excel workbook and *additional* pdfs for those that require signatures.

2. Page 7 of the RFA references information about “Qualified Business” on page 12, but we don’t find any information about that on page 12. Can you clarify?

A qualified business is one that is registered and in good standing with the Secretary of State’s Office. You will need to provide Proof of Registration which you can download from the Secretary of State’s webpage.

3. Can we include resumes as an appendix?

In addition to providing narrative that the proposed team members are qualified to do this work specifically, you may attach resumes to your application.

4. Is proof of registration required at time of proposal submission or once the contract is awarded?

Proof of Registration is one of the required documents for the application at the time that it is submitted.